



Billings Division New Construction Dept.
405 S 20th St West
PO Box 80330
Billings, MT 59108
Telephone: 406 655-2543
Toll Free: 800 371-8666
Fax: 406 655-2578
e-mail: billingsncd@northwestern.com

January 4, 2012

Dear Recruiter:

Please find attached the selection procedures for apprenticeship application in connection with the standards of apprenticeship for NorthWestern Energy.

As external apprentice openings occur, they will be posted at the state job service and on our company website for 30 days. Applicants should apply online.

NorthWestern Energy is an Equal Opportunity Employer.

BASIC MINIMUM QUALIFICATIONS FOR ELIGIBILITY

- Applicants must be at least 18 years of age
- Possess a valid Montana Drivers License
- High School diploma or equivalent – high school or GED transcripts required
- Physically capable of performing the essential functions of the occupation without endangering the health and safety of self, and or others.
- Strong safety and work ethic
- Must possess the basic aptitudes essential for acquiring the skills and proficiency of the trade
- Successful applicants are required to have or be able to obtain a Montana State Commercial Driver's License and Medic First Aid/CPR certification.
- The intent of this posting is to select a pool of qualified candidates for possible employment as an apprentice. The pool will be maintained for a period of two years or determined by company need. The number of pool members indentured is based on business needs.
- Candidates should also consider applying for Groundsman, Production Worker, or other entry level positions as they become available.

As external apprentice openings occur, they will be posted on the Company website at www.northwesternenergy.com. You must apply on line. Applications will be accepted for 30 days from initial date of external posting.

****Postings for the NorthWestern Energy apprentice positions are generally internal only.**

Regards,

A handwritten signature in black ink, appearing to read "Nicole Bengé", written over a horizontal line.

Nicole Bengé
Apprentice Coordinator